



# Preparing for a Potential Transition

Charter Commission Meeting | October 3, 2022





# Agenda

- Introduction and Transition Support
- Ranked Choice Voting
- Geographic Districts
- Roles of the City Council and Mayor
- City Service Delivery
- Questions and Next Steps

# Transition Principles



## LEADERSHIP

Identify, elevate and support leaders from the City of Portland.



## CHARTER COMMISSION DESIRED OUTCOMES

- A participatory and growing democracy
- A government that's accessible and transparent, reflective, responsive, accountable and trustworthy



## CITY OF PORTLAND CORE VALUES

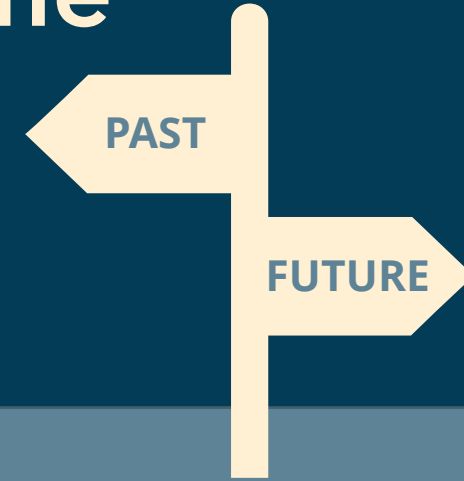
- Equity
- Anti-Racism
- Collaboration
- Communication
- Transparency
- Fiscal Responsibility



## RESOURCES AND PROJECT TEAM

Dedicate internal resources, identify and fill gaps.

# If Measure Passes: Transition Timeline



November 2022  
Transition begins



September 2023  
District plan adopted



November 2024  
First district elections



January 2025  
City council, mayor take office  
in new form of government

# Supporting the Transition

## SKILLS

- Project management
- Change management
- Communications
- Community engagement
- Administrative services
- Legal analysis
- Fiscal analysis
- Budgeting expertise
- Human resources expertise
- Elections expertise

## TEAMS

- Strategic Projects and Opportunities Team
- Communications
- Human Resources
- City Budget Office
- City Elections Office
- City Attorney's Office
- Directors' Team and City Leadership

## NEEDS

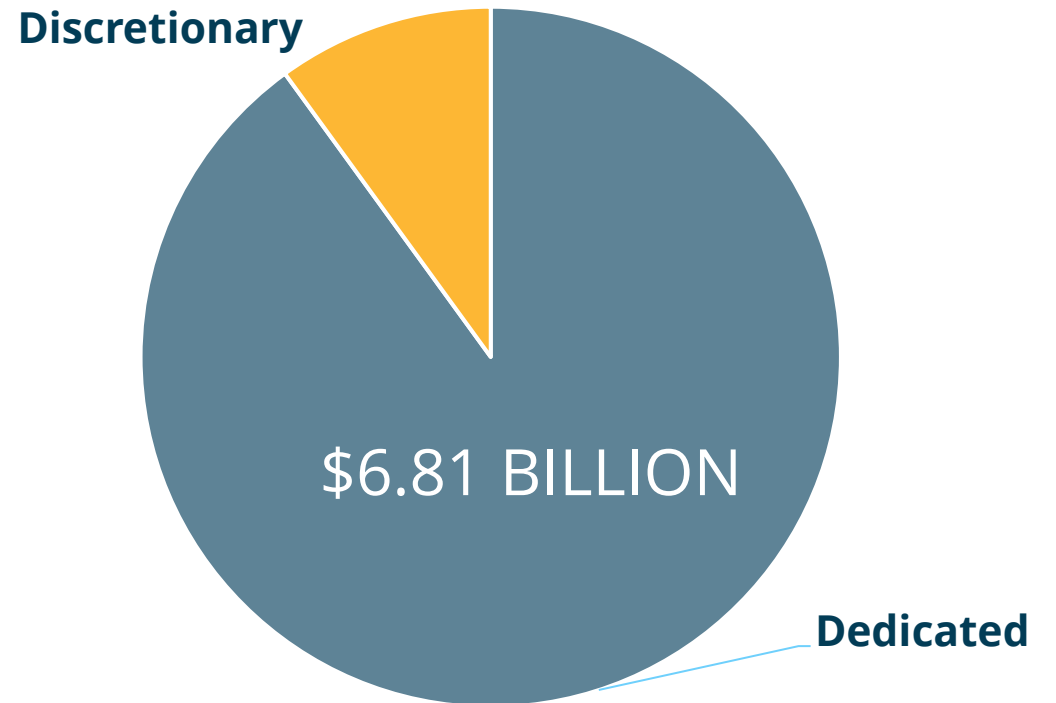
- Change management consultant
- Districting expertise
- Staff capacity
- Change champions
- Funding Strategy



# Budget Overview

Portland has a **\$6.81 billion budget**.

- ~90% of city resources are **dedicated** for specific services such as operating and maintaining our utilities, transportation, and permitting systems and processes.
- ~10% of city resources are **General Fund Discretionary** money, which has few restrictions on what may be funded.



# Cost Timing

## Annualized 1 Time Cost

One-time annual cost for transition period, above current costs

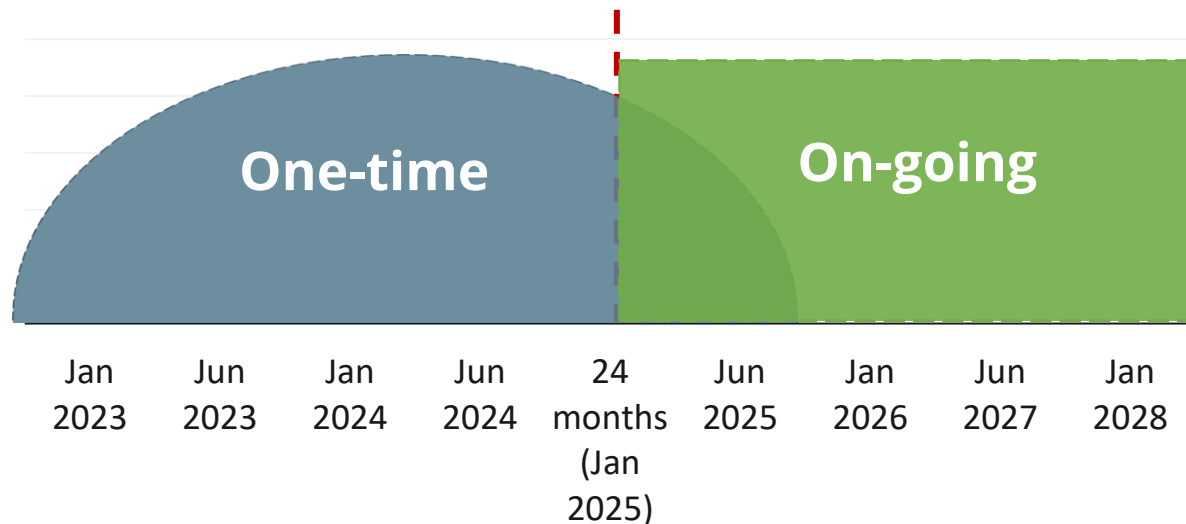
Low Estimate	High Estimate
+\$4.0 million/ year	+\$5.9 million/ year

x 3 years (expected transition period)

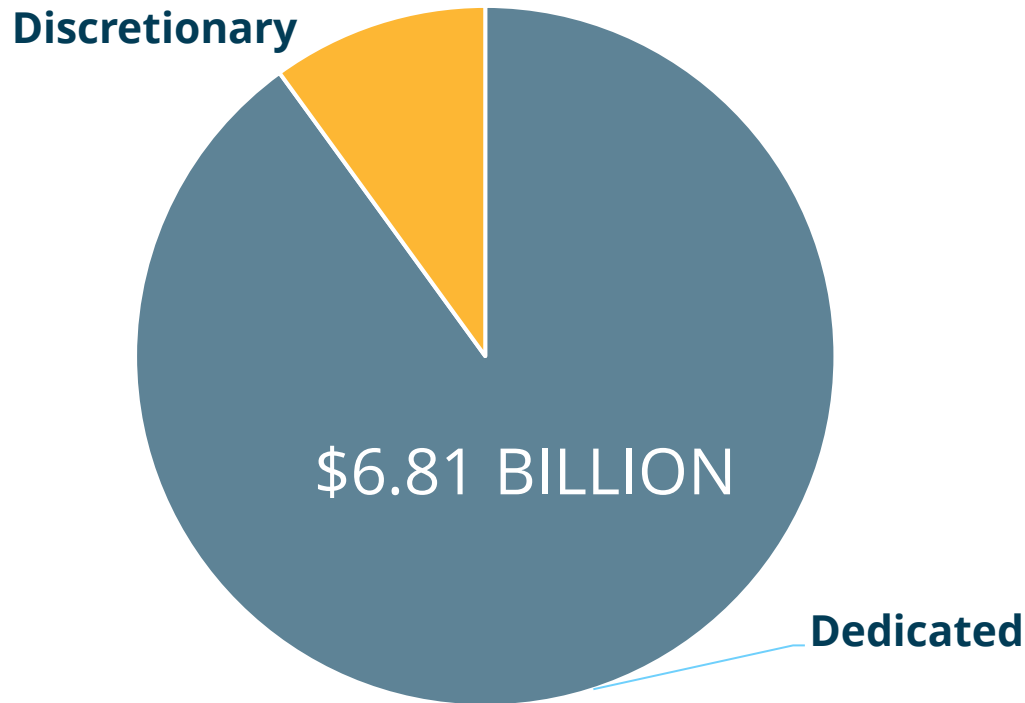


Estimated annual ongoing cost, above current costs

Low Estimate	High Estimate
+\$0.91 million	+\$8.7 million



# Annual Ongoing Cost Overview



Annual ongoing costs of the proposed charter reforms are estimated to be between \$0.91 million to \$8.7 million annually.

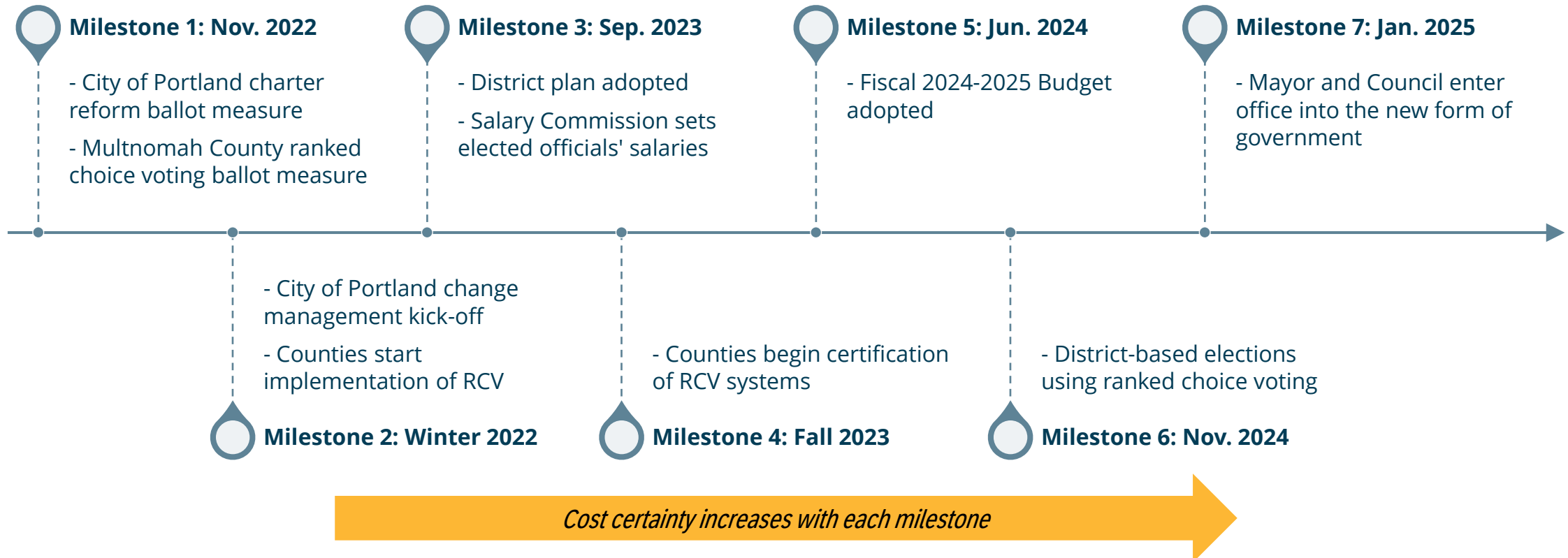
~10% of city resources are **General Fund Discretionary** money, which has few restrictions on what may be funded. Estimate costs of charter reform equate to between 0.1% and 1.4% of the city's General Fund discretionary resources at the time of costing.

These estimates do not include assumptions about the secondary effects of charter reform, such as potential savings from changing or consolidating bureau functions or the cost of creating new programs or functions.



# Pending Decisions Influencing Budget

These are major decisions that notably influence costs which are pending ballot measure passage and subsequent operational decisions.



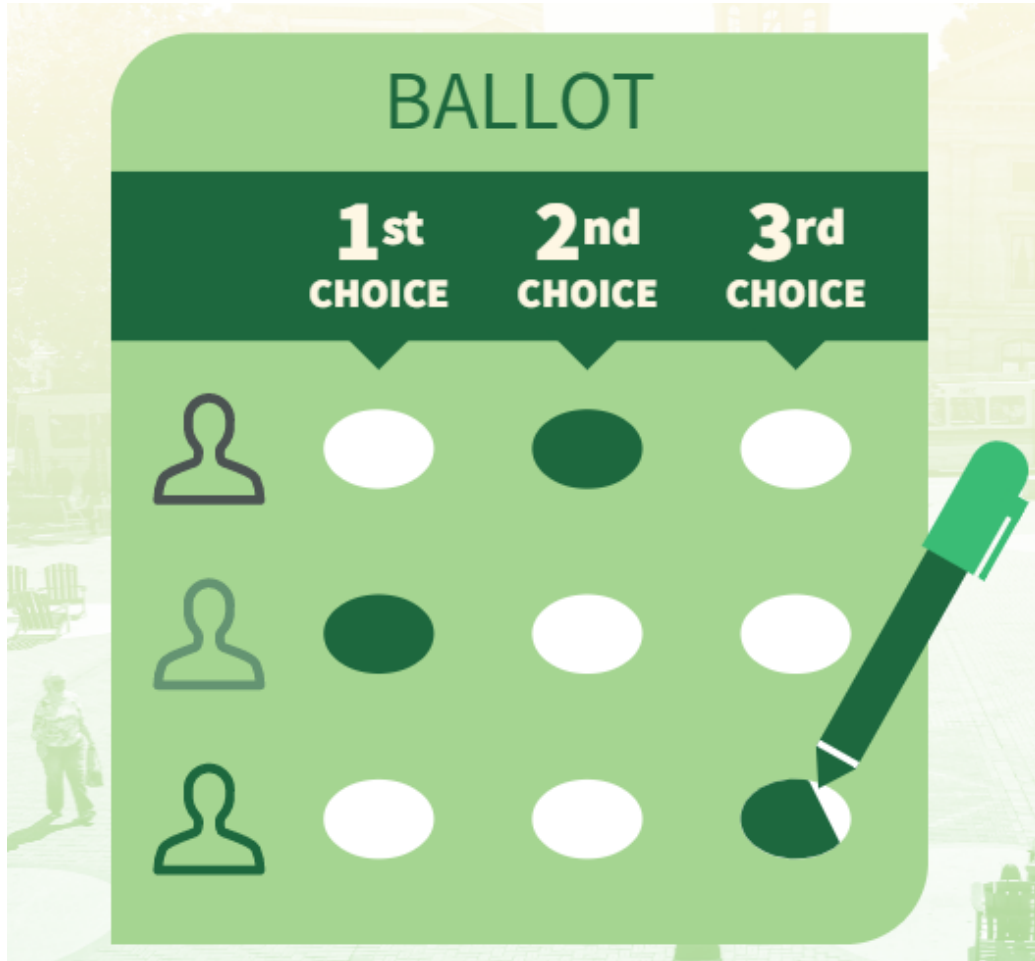
# Public Education and Outreach

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- Educate voters so they can make informed decisions
- Answer questions, clarify misconceptions
- Share implementation plans
- Prepare for either election outcome – including outreach for oversight committee and district commission recruitments

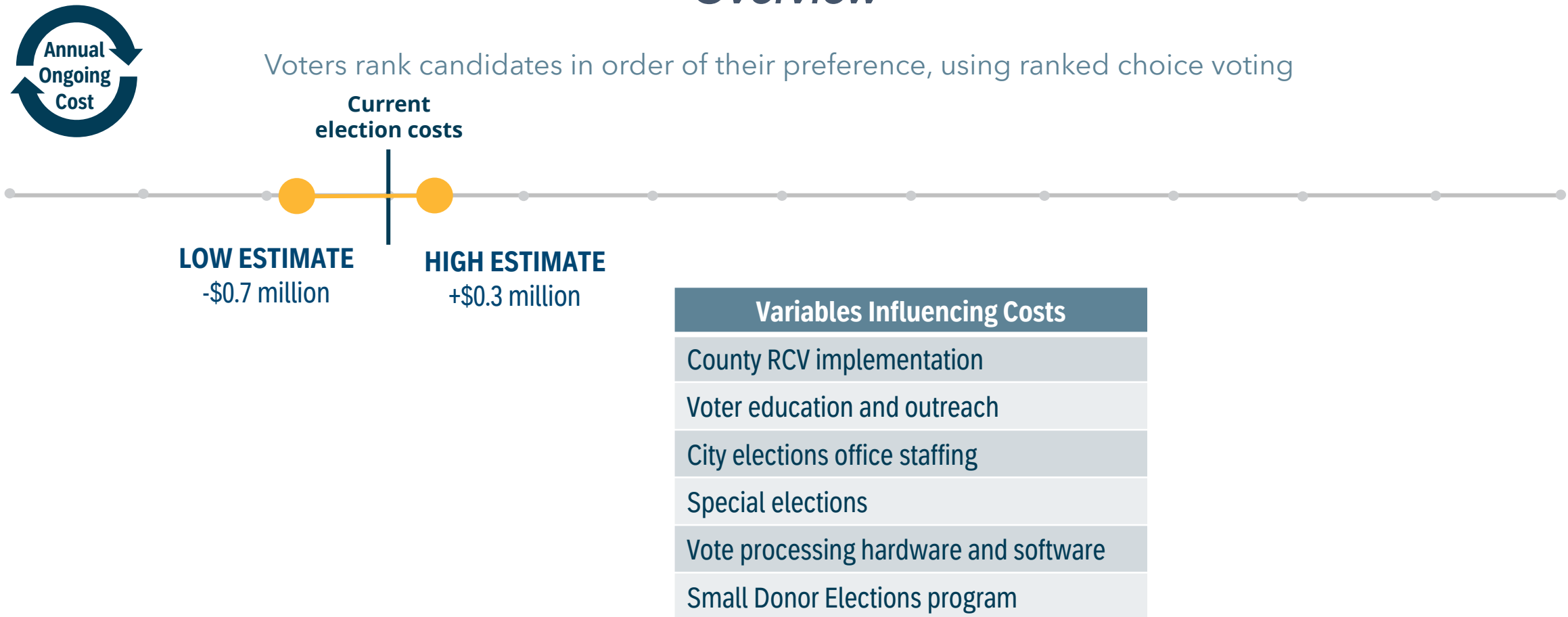
# Ranked Choice Voting



- Educate voters
- Work with Multnomah County to ensure smooth transition
- Multnomah County will play lead role; Washington, Clackamas are partners

# Ranked Choice Voting Cost Estimate

## Overview



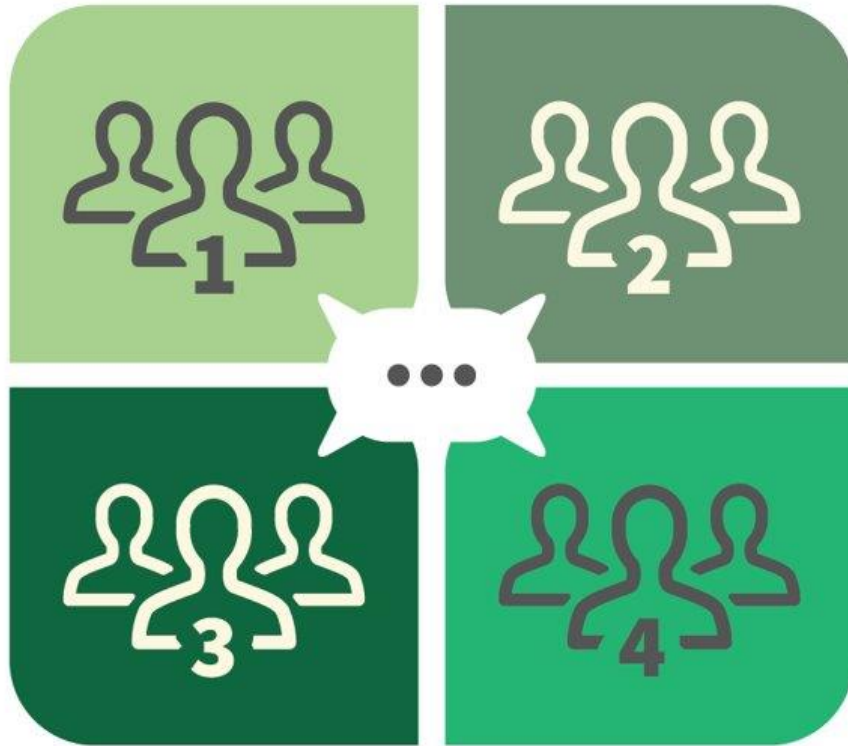
# Ranked Choice Voting Cost Estimate

## *Pending Decisions and External Factors*

Pending Decisions	Authority	Timeline
Voter education and outreach	Transition Team	Milestone 2: Winter 2022
City Elections Office staffing	Council sets position authority for the City	Milestone 5: Jun. 2024

External Factors	Unknowns	Timeline
Special elections	Number of special elections; higher postage costs due to longer RCV ballot; voter turnout; elections timing for cost sharing with other jurisdictions	Fall 2024
Multnomah County alignment	Possible alignment of Multnomah County RCV with Portland's RCV	Milestone 1: Nov 2022
All county implementation for voters in the City of Portland	Multnomah, Washington, and Clackamas counties	Milestone 4: Fall 2023
Vote processing hardware & software	Vote processing vendor RCV module lease and rental costs	Milestone 4: Fall 2023
Small Donor Elections program	Number of candidates overall and per seat; amount raised per candidate	Milestone 6: Nov 2024

# Four New Geographic Districts

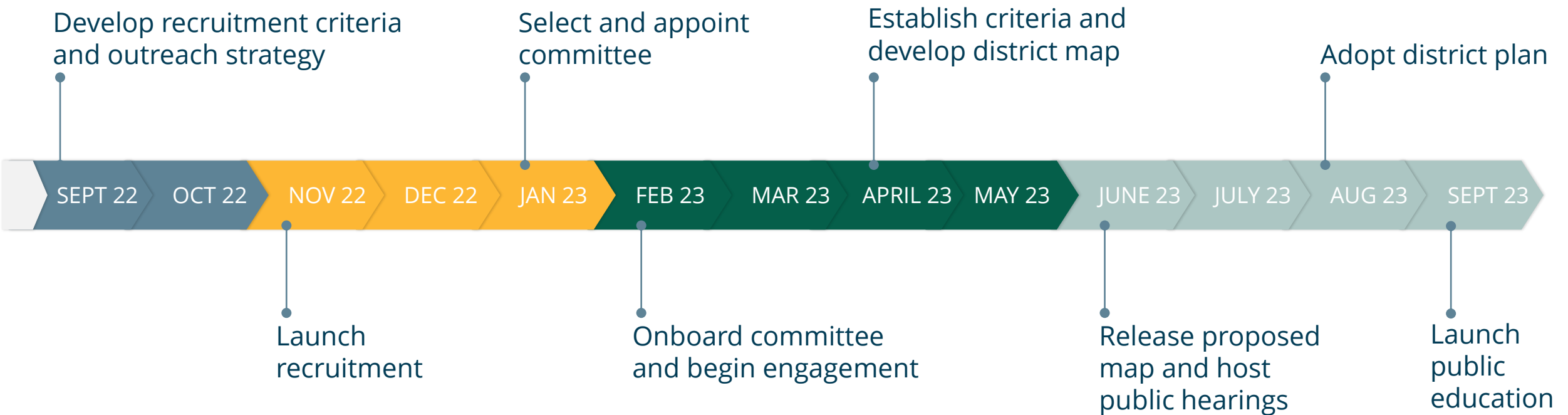


**4 DISTRICTS WITH  
3 REPRESENTATIVES EACH**

A 13-member Independent District Commission will apply the following criteria:

- Contiguous, compact, utilize existing geographic or political boundaries
- Connected by transportation links
- Equal population
- Doesn't divide communities of common interest
- Doesn't favor any political party or candidate; cannot dilute voting strength of any language or ethnic minority group

# Independent District Commission





# District-Based City Council Cost Estimate

## Overview



Four new geographic districts, with three members elected to represent each district, expanding the city council to 12 members



Variables Influencing Costs
Salary for councilmembers
Staffing size and composition for council offices
Council office locations and cost sharing agreements
Council Clerk's office staffing size and composition

# District-Based City Council Cost Estimate

## *Pending Decisions*

Decisions on Cost Drivers	Authority	Timeline
Salary for councilmembers	Salary Commission	Milestone 3: Sept 2023
Staffing size and composition for council offices	Council sets position authority for the City	Milestone 5: Jun. 2024
Council office locations and cost sharing agreements	Transition Team makes recommendation; Council will approve budget	Milestone 4: Fall 2023
Council Clerk's office staffing size and composition	Council sets position authority for the City	Milestone 5: Jun. 2024

# City Leadership Roles

<b>CITY COUNCILORS</b> <i>Elected leaders</i>	<b>MAYOR</b> <i>An elected leader</i>	<b>CITY ADMINISTRATOR</b> <i>Non-elected official</i>
<b>LEGISLATIVE</b>	<b>EXECUTIVE</b>	<b>ADMINISTRATIVE</b>
Passes laws	Carries out laws	Helps mayor carry out laws, reports to the mayor
Amends, approves the budget	Proposes the budget	Manages city services
Meets with community members	Supervises the city administrator	Supervises bureau directors

- Operationalize new roles for elected offices
- Establish staffing models for elected offices
- Develop job description for city administrator
- Recruit salary commission to set elected official salaries

# Mayor and City Administrator Cost Estimate

## Overview



A mayor elected citywide to run the city's day-to-day operations, with the help of a city administrator

Current costs

**LOW ESTIMATE**  
-\$1.5 million

**HIGH ESTIMATE**  
+\$1.3 million

### Variables Influencing Costs

Salary for Mayor

Staffing size and composition for Mayor's office

Salary for City Administrator

Staffing size and composition for City Administrator office

# Mayor and City Administrator Cost Estimate

## *Pending Decisions*

Decisions	Authority	Timeline
Salary for Mayor	Salary Commission	Milestone 3: Sep. 2023
Staffing size and composition for Mayor's office	Council sets position authority for the City	Milestone 5: Jun. 2024
Salary for City Administrator	Council establishes new City Administrator classification and sets position authority for the City	Milestone 4: Fall 2023
Staffing size and composition for City Administrator's office	Council sets position authority for the City	Milestone 5: Jun. 2024

# Community Service Delivery



- Lead with service delivery, community outcomes
- Perform organizational assessment to reduce barriers and silos, develop citywide approach





# Questions and Discussion